



# CITY COUNCIL AGENDA REPORT

CITY HALL

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CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541

*SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP*

**DATE:** April 21, 2025

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Melissa Eads, City Administrator  
Paul Bockrath, Preparative Consulting

**SUBJECT:** Receive a Presentation on the 2025 City of Sonora Draft Emergency Operations Plan for Council Review, for Subsequent Approval of a Resolution, Adoption of an Ordinance, and Authorization of the Mayor to Sign the Letter of Promulgation

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## RECOMMENDATION:

Receive a Presentation on the 2025 City of Sonora Draft Emergency Operations Plan for Council Review, for Subsequent Approval of a Resolution, Adoption of an Ordinance, and Authorization of the Mayor to Sign the Letter of Promulgation.

## BACKGROUND:

The City of Sonora Emergency Operations Plan is a multi-discipline, all-hazards plan that establishes a single, comprehensive framework for the management of extraordinary incidents, disasters, or emergency situations within the City of Sonora. The plan provides the concepts, processes, and structures necessary when carrying out assigned roles and functional responsibilities to departments and agencies consistent with California's Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS), and the Incident Command System (ICS).

This plan was developed in accordance with the best practices, and specifically with guidance from the California Governor's Office of Emergency Services (Cal OES) and the Federal Emergency Management Agency (FEMA) Comprehensive Planning Guide (CPG 101).

The Sonora Fire Department worked with representatives from the City of Sonora and other select stakeholders to establish a Core Planning Team. The Core Planning Team led the planning process and drafted the 2025 City of Sonora Emergency Operations Plan based on the contribution and input from the Collaborative Planning Team, who identified the resources and capabilities they may leverage to assist in a City led response effort. The Core and Collaborative Planning Team was comprised of key City Department representatives, other County and State response partners, and service providers who would play an instrumental role during an extraordinary emergency condition requiring the activation of the Emergency Operations Plan.

The planning process was led by the City Administrator and assisted by the Fire Chief, the Police Chief, and other City leaders who are responsible for reviewing and exercising the plan and coordinating the revision of the plan as necessary to meet changing conditions. A complete review of the City's Office of Emergency Services and



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preparedness program was initiated to update the current City of Sonora Emergency Operations Plan and improve the City's overall emergency preparedness program.

## **DISCUSSION / ANALYSIS:**

The updated 2025 City of Sonora Emergency Operations Plan being presented for review and subsequent adoption, is an essential document for emergency management. The plan provides a framework for response and emergency management systems, defines roles and responsibilities of the City's emergency response organization, and provides triggers for implementation of this plan during disasters. This document along with training and exercises, will prepare the emergency organization to respond effectively should the City of Sonora be impacted by an extraordinary incident, disaster, or emergency situation. This resolution is required to maintain compliance with the State's Standardized Emergency Management System (SEMS) and the Federal government's National Incident Management System (NIMS) program elements enabling eligibility for State and Federal disaster assistance. This plan also fulfills Federal and State planning requirements for continued Homeland Security Grant and response reimbursement eligibility.

For the 2025 City of Sonora Emergency Operations Plan, the most notable elements are compliance with the Federal Emergency Management Agency's (FEMA) Comprehensive Preparedness Guide (CPG) 101, Developing and Maintaining Emergency Operations Plans to include an Alert, Warning, and Public Information Annex, an Evacuation Annex, and a Debris Management Annex. The Emergency Operations Plan includes additional hazard and functional support annexes to meet changing conditions, community needs, or response actions. This Emergency Operations Plan is considered a living document and may be added to or modified by the City's Emergency Services Coordinator to meet the changing needs of the community and adopt current best practices without future action by City Council as authorized.

California State Government Code 8610 allows for the governing body of a city to provide for the emergency organization, powers and duties, divisions, services, and staff of the jurisdiction. The Sonora Municipal Code provides the legal basis of the emergency organization and must provide for a Disaster Council, specify a chairperson of the Disaster Council, recognize the emergency organization, and must state "Compliance with the Emergency Services Act". This revision of the City of Sonora City Municipal Code Chapter X.XX - Emergency Services ensures compliance with this requirement and code.

## **FISCAL IMPACT:**

No Fiscal Impact to the General Fund.

## **ATTACHMENTS:**

- 2025 City of Sonora Emergency Operations Plan
- Draft Resolution
- Draft City of Sonora City Municipal Code Chapter X.XX - Emergency Services



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## CORE COUNCIL PRIORITIES:

Fiscal Responsibility and Stability, Infrastructure and Engineering, Public Safety and Disaster Preparedness, Economic Development/Growth and General Plan